



MINUTES
Thursday 21 March 2019

1. CALL TO ORDER

Chairperson Dean Gates assumed Chairmanship and called this meeting to order at approximately 5:30pm in the Elm Room at 250 Clark Street, Powassan, ON P0H 1Z0.

2. ROLL CALL OF MEMBERS

MEMBERS PRESENT:

SECRETARY-TREASURER	Dave Britton Richard Drinkwalter Randy Hall	(Councillor Powassan) (Powassan Appointee) (Councillor Powassan)
CHAIRPERSON	Dean Gates Tom Marchant Paul Lafrance Penelope Wallace	(Unincorporated Townships, Ministry Appointee) (Councillor Nipissing) (Nipissing Appointee) (Nipissing Appointee)

MEMBERS ABSENT: - Nil

OTHERS PRESENT:

B9/POWASSAN/2019
Rick Miller, agent

B11 and B12/PATTERSON/2019
Joe Fernbach
Max Fernbach

Item 10 – North Bay Mattawa Conservation Authority Presentation
Paula Scott - Director, Planning & Development / Deputy CAO

Karin Ann Brent, NAPBoard Administrator

3. ADOPTION / REVISION OF AGENDA

The following items were added to the agenda with concurrence of the Members present:

- Powassan Resolution 2019-98 re: Consent Application B9/POWASSAN/2019
- Flyer from the Ministry of Natural Resources re the approved Forest Management Plan (Item 8.c))
- Report of the Meeting on 19 March 2019 and draft policies (Item 9.2)
- Financial spreadsheet indicating the revenues and expenditures for January and February 2019 (Item 12.1)



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4. DISCLOSURE OF DIRECT OR INDIRECT PECUNIARY INTEREST AND GENERAL NATURE THEREOF - Nil

5. ADOPTION OF MINUTES

RESOLUTION 14-2019 Moved by Dave Britton Seconded by Paul Lafrance

THAT the Minutes from the following meetings of the North Almaguin Planning Board presented at its meeting of 21 March 2019, be adopted as circulated.

a) January 17, 2019

CARRIED

6. SUBDIVISION APPLICATIONS - Nil

7. CONSENT APPLICATIONS

TIME HEARD	NAME	B File #	LOCALITY	PURPOSE	DECISION
5:33 – 5:44	FAIM Int'l Inc.	B9/2019	POWASSAN	NEW 1.2 ha LOT 102 Corkery Ave	APPROVED WITH CONDITIONS
5:45 – 5:51	GEOGH Ryan & Deborah	B10/2019	NIPISSING	NEW 2 ha LOT 2971 Hwy 654	APPROVED WITH CONDITIONS
5:52 – 5:55	FERNBACH Joseph	B11/2019	PATTERSON	NEW 8.099 ha LOT Limberlost Point Road	APPROVED WITH CONDITIONS
5:56 – 5:57	FERNBACK Joseph	B12/2019	PATTERSON	NEW 16.187 ha LOT Limberlost Point Road	APPROVED WITH CONDITIONS

The following written submissions were received for Consent applications and recorded in the respective Notice of Notice:

Re: B9/POWASSAN/2019

a. Copy of Municipality of Powassan Council Resolution 2019-98 from its meeting on 19 March 2019 expressing its concurrence with the proposed Consent subject to the following condition:

1. That appropriate frontage for the retained lot on an assumed road is established, which may be achieved via either the McKenzie Street road allowance and/or McDonald Street. The Municipality will consider exchanging the area of the McKenzie Street road allowance with the developer for a section of their parcel at the end of McDonald Street, which the Municipality will then assume as a continuation of McDonald Street.



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Re: B10/NIPISSING/2019

- a. Letter dated 19 February 2019 from the Township of Nipissing advising its Resolution R2019-36 expressing its concurrence with the subject Consent application and requesting the following conditions of approval:
 1. The lot must comply with the Township of Nipissing's Official Plan policies.
 2. A Zoning By-law amendment will be required to recognize any Environmental Protection areas identified in the Ecological Site Assessment dated June 2018 by FRiCorp Ecological Services.
 3. A copy of the decision of the North Almaguin Planning Board be forwarded to the Township of Nipissing.
- b. Letter dated 25 February 2019 from Carla Riche, Corridor Management Planner with Ministry of Transportation Ontario providing information related to driveway access permits and setback requirements from the road frontage of both the new lot and the retained parcel on Provincial Highway 654.

With concurrence of the Members present, the Presentation in Item 10 of this agenda was brought forward at this time in the meeting.

8. CORRESPONDENCE

RESOLUTION 16-2019

Moved by Randy Hall

Seconded by Paul Lafrance

THAT the following correspondence presented in the agenda for 21 March 2019 meeting of the North Almaguin Planning Board be received for information:

- a) Notice of Public Meeting from The Municipality of Powassan regarding a Zoning Bylaw amendment to change the zoning from CV1 zone to Residential (RV1) Exception Zone on property municipally known as 70 King Street.
- b) Flyer from the Ministry of Natural Resources and Forestry (MNRF), Nipissing Forest Resources Management Inc. and the Nipissing Local Citizens' Committees (LCC) announcing the approved Forest Management Plan for the Nipissing Forest - 2019-2029 Forest Management Plan.
- c) Flyer from the Ministry of Natural Resources advising that the MNRF approved Forest Management Plan and summary are available for inspection during normal office hours from 4 March through 3 April 2019, at the MNRF office, the Westwind Forest Stewardship Inc. office and Parry Sound LCC.

CARRIED

9. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Update of the NAPBoard Procedure By-law

The required Notice of Revision was issued by the NAPBoard at its meeting on 3 January 2019 by submission of a Report dated 3 January 2019 from the NAPB Administrator regarding updates to the Board's procedure by-law.



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An appendix to that Report presented a draft by-law that includes for the following:

- additional definitions for clarification,
- a streamlined order of business for agendas,
- verbal motions for operational motions,
 (call to order, moving out of closed session, adjournment, etc.),
- a list of matters permitted by the Municipal Act to be discussed in closed session, and
- various text improvements for readability.

The draft by-law received first and second reading at the NAPBoard's meeting on 17 January 2019 acknowledged in Resolution 9-2019.

The subject draft by-law was presented for third and final reading and enactment.

RESOLUTION 17-2019

Moved by Dave Britton

Seconded by Paul Lafrance

WHEREAS the Report dated 3 January 2019 presenting updates for the NAPBoard's Procedure By-law was received;

AND WHEREAS the draft Procedure By-law attached to that Report was considered and read a first and second time by the North Almaguin Planning Board at its meeting on 17 January 2019, and referred to this regular meeting of the North Almaguin Planning Board;

BE IT RESOLVED THAT the draft Procedure By-law be deemed to have its Third and Final Reading and that the subject by-law be enacted.

CARRIED / BY-LAW 1-2019 ENACTED

2. Policy Documents

- a) Report of the Meeting on 29 January 2019 at which the following draft Policy was reviewed and revisions applied, was presented for information of the NAPBoard.
- b) Report of the Meeting on 19 March 2019 at which the following draft Policy documents were reviewed and revisions applied was presented along with the respective policy documents.
 - i) Guiding Principles for Considering Consent Applications
 - ii) Guiding Principles for Considering Consent Applications in Unincorporated Townships



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RESOLUTION 18-2019 Moved by Tom Marchant Seconded by Richard Drinkwalter

- a) That the Report of the Meeting on 29 January 2019 at which the following draft Policy titled “Guiding Principles for Consent Applications” was reviewed and revisions applied, be received.
- b) That the Report of the meeting on 19 March 2019 at which the following draft Policy documents were reviewed and revisions applied, be received:
 - i) Guiding Principles for Considering Consent Applications
 - ii) Guiding Principles for Considering Consent Applications in Unincorporated Townships
- c) That the following policies presented to the NAPBoard at this meeting be approved as amended in item ii) to remove a minimum depth requirement and to update the ministry references regarding the Ministry of Environmental Conservation and Parks:
 - i) Guiding Principles for Considering Consent Applications
 - ii) Guiding Principles for Considering Consent Applications in Unincorporated Townships (as amended)

CARRIED

10. PRESENTATIONS / DELEGATIONS

Information Regarding Development of Land Requirements of the NBMCA

Paula Scott, Director, Planning & Development / Deputy CAO of the North Bay-Mattawa Conservation Authority gave a Power Point Presentation regarding the conservation authorities review requirements for land development.

RESOLUTION 15-2019 Moved by Dave Britton Seconded by Paul Lafrance

That the Power Point Presentation to the North Almaguin Planning Board at its meeting on 21 March 2019 by Paula Scott, Director, Planning & Development with the North Bay-Mattawa Conservation Authority, regarding the conservation authority’s requirements for the development of new lots, be received for information.

CARRIED



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11. NEW BUSINESS

1. Report dated 21 March 2019 from the NAPBoard Administrator seeking approval to continue the maintenance contract for the Ricoh C305 printer/copier/scanner unit.

RESOLUTION 19-2019

Moved by Dave Britton

Seconded by Randy Hall

That the maintenance contract for the Ricoh / Aficio NMP C305SPF be renewed for the term 26 March 2019 to 25 March 2020, at the rates offered by Mike Smith of Northern Business Solutions (NBS) [HST included .0286 black and white (bw) / 1000 prints included] and [HST included .154 colour (c) / 500 included] including toner, parts and labour for any repairs and a loaner unit if repair cannot be done on site.

CARRIED

12. FINANCIAL REPORT

1. Current Financial Status to 19 March 2019

An update on the financial status of the NAPBoard was provided at the meeting.

Discussion was held regarding the expense of the annual audit required by the Ministry of Municipal Affairs and Housing related to the annual operating grant it issues for processing Consents in the six (6) unincorporated townships in the NAPBoard's jurisdiction.

RESOLUTION 20-2019

Moved by Dave Britton

Seconded by Paul Lafrance

THAT a committee be struck to review the MMAH grant and the expenses for audit.

The Members of the sub-committee are:

Karin Ann Brent – NAPBoard Administrator

Dean Gates - Chairperson

Richard Drinkwalter – Secretary-Treasurer

CARRIED

Further, the NAPBoard Administrator advised that the SAGE 50 accounting program should expedite this year's audit toward reducing the cost. It was explained that due to processing 14 Consent applications in the first few months of this years, the accounts list is pending which delays posting the 2018 general ledger.

As a result, the NAPBoard suggested the Administrator contact BDO North Bay to request a quote on the cost of setting up the SAGE 50 accounts list to assist with preparation of the annual audit.



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13. REVIEW OF ENQUIRIES FOR POSSIBLE APPLICATIONS

Dean Gates requested input on an enquiry he received regarding property in Patterson Township, where the enquiring party is contemplating a purchase of land for the purpose of three lot additions to the parcel they own.

14. CLOSED SESSION – Nil

15. NEXT MEETING(s):

Regular Meeting: 5:30pm Thursday 16 May 2019

16. ADJOURNMENT – 7:47pm

"original document signed"

CHAIRMAN Dean Gates

"original document signed"

SECRETARY-TREASURER Richard Drinkwalter